

Executive Registry

84 - 9425

16 October 1984

MEMORANDUM FOR: Deputy Director for Administration
Deputy Director for Intelligence
Deputy Director for Science and Technology
Deputy Director for Operations
Chairman, National Intelligence Council

FROM : Director of Central Intelligence

SUBJECT : Dissemination Outside of CIA of Internal
Memoranda

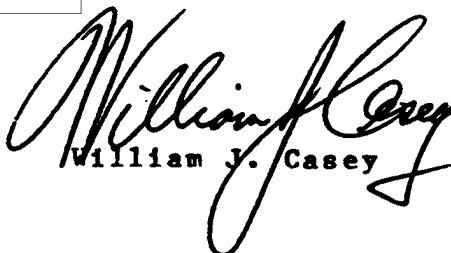
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1. One of the great strengths of CIA and the National Intelligence Council is that the unvarnished views of individual professionals on a wide range of issues, both substantive and bureaucratic, are strongly encouraged by senior management. Such "think pieces" are often the source of valuable suggestions or insights which are all the more useful because they are not a product of a bureaucratic process or coordination but instead present candid, personal views. As part of our effort to encourage excellence, I have several times reaffirmed my interest in encouraging such memoranda.

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2. At the same time, as recent experience as shown, we must take special care to ensure that such individual memos are properly controlled and are not circulated outside CIA without prior approval. While I want internal circulation to continue unfettered, each of you should develop procedures appropriate to your organization to ensure proper approval at a senior level of any circulation of such memorandum outside CIA -- no matter how restricted the dissemination.

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William J. Casey

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